

May 29, 2008

TO: PROSPECTIVE OFFERORS

The U.S. Embassy Quito, Narcotics Affairs Section (NAS), has an upcoming design project and seeks to contract professional services with a qualified reliable Architect/Engineering (A&E) Company with sufficient knowledge and expertise for carrying out NAS requirements to design the new Antinarcotics Police Unit in Catamayo, Loja Province. The new Police Unit site will house a total of 130 people and 30 trained dogs. The estimated construction cost of this project is between \$1,000,000.00 and \$5,000,000.00.

The selected firm will be required to provide all the designs which will include:

Gather General Information

- Needs Requirements of Occupants
- Physical Characteristics of Site
- Operational Characteristics of Occupants

Conduct Preliminary Studies

- Architectural Drafts
- Topographic Survey
- Site Plan Definition

Provide Final Designs

- Project Descriptive Memory
- Architectural Blueprints
- Soil Study
- Structural Designs
- Electric System Design
- Potable Water System Design
- Sewage and Storm Drainage Design
- Design of the Perimeter Fence
- Design for special installations: communications, fire alarm system, a/c.
- Design of access road and parking areas.

We will select an Architect/Engineer firm based on technical qualifications. Technically acceptable responses to the advertisement will consist of:

- Descriptive literature relative to a firm's capabilities;
- Completed SF-330 – Part I. We have attached instructions for completing this form. *(Although we already have received your Part II, if you would like to submit any updates or changes please feel free to fill-out both Part I and Part II)*
- Description of previous or similar projects done by the firm.
- Resumes of individuals in the firm
- Any additional supporting information the firm would like to submit to show its ability to perform the services outlined above.

We will evaluate firms based on:

- Relevant, professional qualifications of the firm for the type of work required;
- Specialized experience and technical competence in the type of work required;
- Demonstrated success on similar projects in terms of quality of work and compliance with schedules, cost/schedule controls and program/project management techniques.
- Capacity to accomplish work; and,
- Knowledge of locality of project

If you would like to be considered for this project, please submit a completed Standard Form 330, and any supporting materials, by 5:00 p.m., on June 12, 2008 at the address set forth below.

Embajada Americana
Avs. Patria y 12 de Octubre
Att: Patricia Hoffman (GSO)
C/O Cecilia Rosero

After review of all the submissions received by June 12, 2008, the U.S. Embassy intends to send the entire detailed Statement of Work (SOW) to a technically acceptable firm for further consideration and discussion.

Please direct any questions on this, in writing, to Procurement Agent Cecilia Rosero at e-mail address: roseroc@state.gov. She can also be reached by phone at 256-2890, ext 4126, or at 09-205-2661,